

To: Wilcox, Jahan[wilcox.jahan@epa.gov]
Cc: Joe Pounder[**Personal Email / Ex. 6**] Bowman, Liz[Bowman.Liz@epa.gov]
From: Grantham, Nancy
Sent: Thur 9/28/2017 10:29:42 PM
Subject: Re: Definers -- Clips

Deliberative Process / Ex. 5

Sent from my iPhone

On Sep 28, 2017, at 6:27 PM, Wilcox, Jahan <wilcox.jahan@epa.gov> wrote:

Great. Adding Nancy and Liz.

On Sep 28, 2017, at 4:11 PM, Joe Pounder <**Personal Email / Ex. 6**> wrote:

We're fully registered...
<Screen Shot 2017-09-28 at 4.23.59 PM.png>

On Thu, Sep 28, 2017 at 3:29 PM, Wilcox, Jahan <wilcox.jahan@epa.gov> wrote:

From: Grantham, Nancy
Sent: Thursday, September 28, 2017 3:29 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Cc: Bowman, Liz <Bowman.Liz@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Definers -- Clips

Hi –

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Nancy Grantham

Office of Public Affairs

US Environmental Protection Agency

202-564-6879 (desk)

Personal Phone / Ex. 6

From: Wilcox, Jahan
Sent: Thursday, September 28, 2017 3:02 PM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>
Cc: Bowman, Liz <Bowman.Liz@epa.gov>
Subject: Definers -- Clips
Importance: High

Personal Email / Ex. 6

Jahan Wilcox

EPA

Strategic Communications Advisor

Personal Phone / Ex. 6

Work Email: wilcox.jahan@epa.gov

--

Joe Pounder

Personal Email / Ex. 6

Personal Phone / Ex. 6

To: Gosnell, Jody[Gosnell.Jody@epa.gov]
Cc: Quarles, Michael[Quarles.Michael@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]
From: Lynn, Tricia
Sent: Wed 11/29/2017 10:20:51 PM
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC
[image2017-11-29-171626.pdf](#)

Thanks Jody. See attached.

From: Gosnell, Jody
Sent: Wednesday, November 29, 2017 11:51 AM
To: Lynn, Tricia <lynn.tricia@epa.gov>
Cc: Quarles, Michael <Quarles.Michael@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>
Subject: FW: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Tricia,

Deliberative Process / Ex. 5

Thanks, Jody

Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov

From: Lynn, Tricia
Sent: Thursday, November 16, 2017 10:07 AM
To: Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

All—

Deliberative Process / Ex. 5

Best,

Tricia

From: Lynn, Tricia
Sent: Monday, November 13, 2017 11:51 AM
To: Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Here's the SOW with the instructions, evaluation, and IGCE included at the end.

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks everyone!

--Tricia

From: Dews, Donna
Sent: Thursday, November 02, 2017 11:48 AM
To: Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>
Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

From: Quarles, Michael
Sent: Thursday, November 02, 2017 11:44 AM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>
Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

Deliberative Process / Ex. 5

Thank you.

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

From: Grantham, Nancy
Sent: Thursday, November 02, 2017 9:31 AM
To: Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

Deliberative Process / Ex. 5

Thanks all

Nancy Grantham
Office of Public Affairs

US Environmental Protection Agency

202-564-6879 (desk)

Personal Phone / Ex. 6

(mobile)

From: Dews, Donna

Sent: Thursday, November 02, 2017 9:30 AM

To: Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>

Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>

Subject: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Again Thanks.

Donna Dews

Contract Specialist

US Environmental Protection Agency

Office of Acquisition Management

HPOD/Program Contract Service Center

Washington, DC 20460

202-564-6752 (DIRECT)

Dews.donna@epa.gov

Justification for Other than Full and Open Competition (JOFOC)

Authority: 41 U.S.C. 253(c) , FAR PART 6.3

1. **Agency:** U.S. Environmental Protection Agency
Contracting Activity: Office of Acquisition Management – Headquarters
Procurement Operations Division
Contractor: Definers Corp

2. **Nature and/or description of the action:**

EPA's Office of Public Affairs (OPA) is responsible for working with media to provide the public with timely, coherent information on environmental issues, and EPA actions and policies. Whether providing the media with press announcements; responding to media inquiries; or reacting to published stories, OPA works to achieve articles that accurately represent EPA's perspective. In order to accomplish this goal, OPA must constantly monitor media coverage and respond to inaccurate or incomplete stories. OPA may choose a number of methods to address these stories, including contacting reporters and editors to request corrections. OPA's ability to successfully address inaccurate or incomplete stories before the stories influence other reporters or are widely read is largely dependent on its ability to identify those stories shortly after publication, and OPA requires contractor support in order to do so.

3. **Description of the Supplies or Services:**

This is a sole source procurement subscription for a media support service. The service provides EPA with: 1) Intensive, near live-time "war room" coverage of media stories for specific topics, events or announcements; 2) access to a searchable database of past media content on EPA issues and topics; 3) a twice-daily compilation of news articles delivered once each business day by e-mail; and 4) high profile, breaking news stories during the day, delivered by e-mail. This service is vital to support the ability of EPA's Office of Public Affairs to fully monitor and respond quickly to breaking media coverage, which in turn supports EPA's ability to accurately provide information to the public on environmental and regulatory matters. This service also directly supports the Administrator and other senior EPA officials by providing them with timely updates on media stories.

Period of performance: One year from date of contract award

DUNS: 076234313

Proposed Source: Definers Corp.

Contacts:

Joe Pounder, President

Tel. **PBI / Ex. 4**

PBI / Ex. 4

PBI / Ex. 4

4. **Authority:** [Check appropriate exception.]

[X] Only One Responsible Source

Authority: 41 U.S.C. 253 (c) (1)

FAR Cite: FAR 6.302-1

5. **Describe how the contractor's unique qualifications or the nature of the acquisition requires use of the authority cited:**

Definers offers a customizable and proprietary Console which brings together cutting-edge technology and human analysis to provide real-time actionable intelligence based on the most relevant information. It allows organizations to have a holistic view of what is occurring in the public domain with regards to their organization and relevant sectors, both domestically and globally.

Through the Console, Definers is able to revolutionize the utilization of media clips by implementing:

- Proprietary advanced search functions
- Standalone media clip database including perpetual retention so that information is always available regardless of email retention policies or other limitations of email platforms
- Ability to pre-load a customized Console with the issues, public figures, and news data relevant to customers, populated in real time
- Specially trained and experienced researchers to provide relevant and actionable analysis
- Digital and human analytics coverage throughout the day
- Media tags that are tailored to the customer's areas of interests, which allow for quick sorting and tracking of customized data streams.
- Delivered through a proprietary web interface which allows for email distribution as well.

6. **Describe the efforts made to ensure that offers are solicited from as many potential sources as practicable:**

A JOFOC and RFI notice will be posted on FedBizOpps (synopsized) and FedConnect for five calendar days.

7. **The contracting officer determines that the anticipated cost to the Government will be fair and reasonable due to the vendor's published rates, or other available price information.**

Yes, the CO has determined the cost to be fair and reasonable based on information received from the contractor.

8. **Description of the market research conducted (see FAR Part 10). If no market research was conducted, state the reasons:**

Leading providers Cision (www.cision.com), Bulletin Intelligence (www.bulletinintelligence.com), and Critical Mention (www.criticalmention.com) do not provide the combined services sought by EPA's Office of Public Affairs.

9. **Other facts supporting the use of other than full and open competition.**

Definers Corp. states that no other service gives their clients the high level and comprehensive search functions that it offers through its customized Console. Clients have the ability to tailor their tags and tailor who from their teams sees those tags. The storage and search functions of the Console are something no other clip service provides because they do not have the Definers proprietary Console.

Approvals –

1) Project Officer's Certification

I certify that the facts and representations stated in this justification are complete and accurate which form the basis to award this requirement.



Signature of Technical Officer



Printed name of Technical Officer

Technical Officer's phone number & E-mail address:

202.564.2615 / lynn.tricia@epa.gov

Date: 11/29/2017

2) Contracting Officer's Certification

I certify that this justification is accurate and complete to the best of my knowledge and belief.

Jody Gosnell

Signature of Contracting Officer

Jody Gosnell

Printed name of
Contracting Officer

Contracting Officer's phone number and E-mail address: gosnell.jody@epa.gov
202-564-4353

Date: 11/29/17

To: McElroy, Genine[McElroy.Genine@epa.gov]; Ward, Eric[ward.eric@epa.gov]; Fagan, Sheila[Fagan.Sheila@epa.gov];
Dews, Donna[Dews.Donna@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]
Cc: Brown, Rayna[brown.rayna@epa.gov]
From: Gosnell, Jody
Sent: Thur 11/30/2017 2:11:11 PM
Subject: FW: Milestones Data Call
Milestones PR-OCSP-17-00020.pdf

Hello All,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks, Jody

Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov

From: McElroy, Genine
Sent: Wednesday, November 29, 2017 2:10 PM
To: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Milestones Data Call

Hi Jody,

See attached and my answers to the questions below.

Thank you.

Genine McElroy

From: Gosnell, Jody
Sent: Wednesday, November 29, 2017 1:00 PM
To: McElroy, Genine <McElroy.Genine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Ward, Eric <ward.eric@epa.gov>; Westry, Keith <westry.keith@epa.gov>; Fagan, Sheila <Fagan.Sheila@epa.gov>
Cc: Brown, Rayna <brown.rayna@epa.gov>
Subject: Milestones Data Call

Hello All,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

If you have any questions please let me

know. Thanks, Jody

*Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov*

To: Brown, Rayna[brown.rayna@epa.gov]
From: Dews, Donna
Sent: Mon 12/11/2017 2:02:53 PM
Subject: FW: Distribution of EP-18-H-000025 - A more legible copy
[EP-18-H-000025 Purchase order.pdf](#)
[Clauses EP-18-H-000025.pdf](#)

Rayna

Personal Matters / Ex. 6

Thank you.

Personal Matters / Ex. 6

Do I have your approval?

From: Dews, Donna
Sent: Thursday, December 07, 2017 5:45 PM
To: 'Julia Cotrone' <jcotrone@definercorp.com>; Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>
Cc: Group DDC-Customer <DDC-Customer@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Plater, Lottie <Plater.Lottie@epa.gov>
Subject: Distribution of EP-18-H-000025 - A more legible copy

Oops!!!Here is a better copy.

Personal Matters / Ex. 6

Thanks so much!!!

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
Cc: McCluney, Lance[McCluney.Lance@epa.gov]
From: Quarles, Michael
Sent: Wed 12/6/2017 8:43:04 PM
Subject: FW: FW: Definers Cost Breakdown/Letter
Definers EPA Proposal.docx

Hi Nancy,

Please see email and attached cost proposal.

Deliberative Process / Ex. 5

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

From: Julia Cotrone [mailto:jcotrone@definerscorp.com]
Sent: Wednesday, December 06, 2017 3:36 PM
To: Quarles, Michael <Quarles.Michael@epa.gov>
Subject: Re: FW: Definers Cost Breakdown/Letter

Hi Michael,

I sent over the following doc to Donna earlier. You will notice the cost increased relevant to updated EPA SOW. Please let me know if thats an issue or feel free to give me a call if you see any problems.

Thanks!

On Wed, Dec 6, 2017 at 7:49 AM, Quarles, Michael <Quarles.Michael@epa.gov> wrote:
Hello Julia,

Thank you for cost breakdown letter. Unfortunately, our procurement process requires an actual price quote. Are you able to provide a contractual price quote with cost breakout for the services below. As you know we are trying to implement your service asap, so your speedy response is greatly appreciated.

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

From: Julia Cotrone [mailto:jcotrone@definerscorp.com]
Sent: Friday, November 03, 2017 11:47 AM
To: Lynn, Tricia <lynn.tricia@epa.gov>
Subject: Definers Cost Breakdown/Letter

Hi Tricia,

See below for the information you requested. Let me know if you need the letter in a word doc and signed.

Thanks!

To Whom It May Concern:

PBI / Ex. 4

Thanks,
Julia Cotrone
Special Assistant
Definers Public Affairs

PBI / Ex. 4

--

Julia Cotrone

O: 571.290.5461 | C: **Personal Phone / Ex. 6**

--

Julia Cotrone

O: 571.290.5461 | C: **Personal Phone / Ex. 6**

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
Cc: McCluney, Lance[McCluney.Lance@epa.gov]
From: Quarles, Michael
Sent: Tue 12/5/2017 5:02:25 PM
Subject: SOW from TechMIS
EPA Media Support - News Analysis Service (68HE0H18B0002).pdf

Hi Nancy,

Deliberative Process / Ex. 5

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
Cc: McCluney, Lance[McCluney.Lance@epa.gov]
From: Quarles, Michael
Sent: Mon 12/4/2017 10:01:57 PM
Subject: Contract Issues

Hi Nancy,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
Cc: McCluney, Lance[McCluney.Lance@epa.gov]
From: Quarles, Michael
Sent: Mon 12/4/2017 3:25:07 PM
Subject: RE: Link to Procurement Announcement

Hi Nancy,

I don't but will set up one. Hopefully, it will be up and running this morning.

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

From: Grantham, Nancy
Sent: Monday, December 04, 2017 10:22 AM
To: Quarles, Michael <Quarles.Michael@epa.gov>
Subject: FW: Link to Procurement Announcement

Michael,

Do you have a password/access to fedbiz so we can fully see what was posted in terms of requirements? Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Lynn, Tricia
Sent: Monday, December 04, 2017 10:08 AM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: Link to Procurement Announcement

Hi Nancy—
Here's the link to the Definers notice on FedBizOpps. It links to FedConnect as well, but you have to search for it and the site doesn't provide a link to the specific entry, even once you've searched. In any case, it doesn't say much more than the FBO link:

https://www.fbo.gov/index?s=opportunity&mode=form&id=479f24101a13dd3ab53e37f06c231a4f&tab=core&_cview=0

Deliberative Process / Ex. 5

Tricia Lynn
Office of Public Affairs
U.S. EPA
Office: 202.564.2615

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
From: Valentine, Julia
Sent: Mon 12/18/2017 2:28:28 PM
Subject: Clips

Hi Nancy, I'm compressed today.

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Emily starts on Monday 1/8.

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Julia P. Valentine
EPA Office of Public Affairs
202.564.2663

Justification for Other than Full and Open Competition (JOFOC)

Authority: 41 U.S.C. 253(c) , FAR PART 6.3

1. **Agency:** U.S. Environmental Protection Agency
Contracting Activity: Office of Acquisition Management – Headquarters
Procurement Operations Division
Contractor: Definers Corp

2. **Nature and/or description of the action:**

EPA's Office of Public Affairs (OPA) is responsible for working with media to provide the public with timely, coherent information on environmental issues, and EPA actions and policies. Whether providing the media with press announcements; responding to media inquiries; or reacting to published stories, OPA works to achieve articles that accurately represent EPA's perspective. In order to accomplish this goal, OPA must constantly monitor media coverage and respond to inaccurate or incomplete stories. OPA may choose a number of methods to address these stories, including contacting reporters and editors to request corrections. OPA's ability to successfully address inaccurate or incomplete stories before the stories influence other reporters or are widely read is largely dependent on its ability to identify those stories shortly after publication, and OPA requires contractor support in order to do so.

3. **Description of the Supplies or Services:**

This is a sole source procurement subscription for a media support service. The service provides EPA with: 1) Intensive, near live-time "war room" coverage of media stories for specific topics, events or announcements; 2) access to a searchable database of past media content on EPA issues and topics; 3) a twice-daily compilation of news articles delivered once each business day by e-mail; and 4) high profile, breaking news stories during the day, delivered by e-mail. This service is vital to support the ability of EPA's Office of Public Affairs to fully monitor and respond quickly to breaking media coverage, which in turn supports EPA's ability to accurately provide information to the public on environmental and regulatory matters. This service also directly supports the Administrator and other senior EPA officials by providing them with timely updates on media stories.

- ✓ Period of performance: One year from date of contract award
- ✓ DUNS: 076234313
- ✓ Proposed Source: Definers Corp.

Contacts:

Joe Pounder, President

Tel. (b)(4)

(b)(4)

(b)(4)

(b)(4)

(b)(4)

4. Authority: [Check appropriate exception.]

☒ **Only One Responsible Source**

Authority: 41 U.S.C. 253 (c) (1)

FAR Cite: FAR 6.302-1

5. Describe how the contractor's unique qualifications or the nature of the acquisition requires use of the authority cited:

Definers offers a customizable and proprietary Console which brings together cutting-edge technology and human analysis to provide real-time actionable intelligence based on the most relevant information. It allows organizations to have a holistic view of what is occurring in the public domain with regards to their organization and relevant sectors, both domestically and globally.

Through the Console, Definers is able to revolutionize the utilization of media clips by implementing:

- Proprietary advanced search functions
- Standalone media clip database including perpetual retention so that information is always available regardless of email retention policies or other limitations of email platforms
- Ability to pre-load a customized Console with the issues, public figures, and news data relevant to customers, populated in real time
- Specially trained and experienced researchers to provide relevant and actionable analysis
- Digital and human analytics coverage throughout the day
- Media tags that are tailored to the customer's areas of interests, which allow for quick sorting and tracking of customized data streams.
- Delivered through a proprietary web interface which allows for email distribution as well.

6. **Describe the efforts made to ensure that offers are solicited from as many potential sources as practicable:**

A JOFOC and RFI notice will be posted on FedBizOpps (synopsized) and FedConnect for five calendar days.

7. **The contracting officer determines that the anticipated cost to the Government will be fair and reasonable due to the vendor's published rates, or other available price information.**

Yes, the CO has determined the cost to be fair and reasonable based on information received from the contractor.

8. **Description of the market research conducted (see FAR Part 10). If no market research was conducted, state the reasons:**

Leading providers Cision (www.cision.com), Bulletin Intelligence (www.bulletinintelligence.com), and Critical Mention (www.criticalmention.com) do not provide the combined services sought by EPA's Office of Public Affairs.

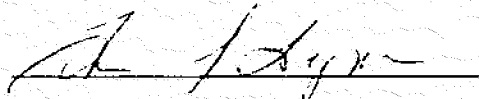
9. **Other facts supporting the use of other than full and open competition.**

Definers Corp. states that no other service gives their clients the high level and comprehensive search functions that it offers through its customized Console. Clients have the ability to tailor their tags and tailor who from their teams sees those tags. The storage and search functions of the Console are something no other clip service provides because they do not have the Definers proprietary Console.

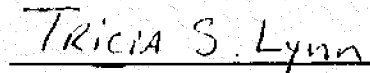
Approvals –

1) Project Officer's Certification

I certify that the facts and representations stated in this justification are complete and accurate which form the basis to award this requirement.



Signature of Technical Officer



Printed name of Technical Officer

Technical Officer's phone number & E-mail address:

202.564.2615 / lynn.tricia@epa.gov

Date: 11/29/2017

2) Contracting Officer's Certification

I certify that this justification is accurate and complete to the best of my knowledge and belief.

Jody Gosnell

Signature of Contracting Officer

Jody Gosnell

Printed name of
Contracting Officer

Contracting Officer's phone number and E-mail address: gosnell.jody@epa.gov
202-564-4353

Date: 11/29/17

Justification for Other than Full and Open Competition (JOFOC)

Authority: 41 U.S.C. 253(c), FAR PART 6.3

1. **Agency:** U.S. Environmental Protection Agency
Contracting Activity: Office of Acquisition Management - Headquarters
Procurement Operations Division
Contractor: Definers Corp

2. **Nature and/or description of the action:**

EPA's Office of Public Affairs (OPA) is responsible for working with media to provide the public with timely, coherent information on environmental issues, and EPA actions and policies. Whether providing the media with press announcements; responding to media inquiries; or reacting to published stories, OPA works to achieve articles that accurately represent EPA's perspective. In order to accomplish this goal, OPA must constantly monitor media coverage and respond to inaccurate or incomplete stories. OPA may choose a number of methods to address these stories, including contacting reporters and editors to request corrections. OPA's ability to successfully address inaccurate or incomplete stories before the stories influence other reporters or are widely read is largely dependent on its ability to identify those stories shortly after publication, and OPA requires contractor support in order to do so.

3. **Description of the Supplies or Services:**

This is a sole source procurement subscription for a media support service. The service provides EPA with: 1) Intensive, near live-time "war room" coverage of media stories for specific topics, events or announcements; 2) access to a searchable database of past media content on EPA issues and topics; 3) a twice-daily compilation of news articles delivered once each business day by e-mail; and 4) high profile, breaking news stories during the day, delivered by e-mail. This service is vital to support the ability of EPA's Office of Public Affairs to fully monitor and respond quickly to breaking media coverage, which in turn supports EPA's ability to accurately provide information to the public on environmental and regulatory matters. This service also directly supports the Administrator and other senior EPA officials by providing them with timely updates on media stories.

Period of performance: One year from date of contract award

4. **Authority:** [Check appropriate exception.]

[X] Only One Responsible Source

Authority: 41 U.S.C. 253 (c) (1)

FAR Cite: FAR 6.302-1

5. **Describe how the contractor's unique qualifications or the nature of the acquisition requires use of the authority cited:**

Definers offers a customizable and proprietary Console which brings together cutting-edge technology and human analysis to provide real-time actionable intelligence based on the most relevant information. It allows organizations to have a holistic view of what is occurring in the public domain with regards to their organization and relevant sectors, both domestically and globally.

Through the Console, Definers is able to revolutionize the utilization of media clips by implementing:

- Proprietary advanced search functions
- Standalone media clip database including perpetual retention so that information is always available regardless of email retention policies or other limitations of email platforms
- Ability to pre-load a customized Console with the issues, public figures, and news data relevant to customers, populated in real time
- Specially trained and experienced researchers to provide relevant and actionable analysis
- Digital and human analytics coverage throughout the day
- Media tags that are tailored to the customer's areas of interests, which allow for quick sorting and tracking of customized data streams.
- Delivered through a proprietary web interface which allows for email distribution as well.

6. **Describe the efforts made to ensure that offers are solicited from as many potential sources as practicable:**

A JOFOC and RFI notice will be posted on FedBizOpps (synopsized) and FedConnect for five calendar days.

7. **The contracting officer determines that the anticipated cost to the Government will be fair and reasonable due to the vendor's published rates, or other available price information.**

Yes, the CO has determined the cost to be fair and reasonable based on information received from the contractor.

8. **Description of the market research conducted (see FAR Part 10). If no market research was conducted, state the reasons:**

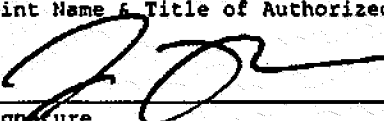
Leading providers Cision (www.cision.com), Bulletin Intelligence (www.bulletinintelligence.com), and Critical Mention (www.criticalmention.com) do not provide the combined services sought by EPA's Office of Public Affairs.

9. **Other facts supporting the use of other than full and open competition.**

Definers Corp. states that no other service gives their clients the high level and comprehensive search functions that it offers through its customized Console. Clients have the ability to tailor their tags and tailor who from their teams sees those tags. The storage and search functions of the Console are something no other clip service provides because they do not have the Definers proprietary Console.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1 CONTRACT ID CODE		PAGE OF PAGES	
				1 7	
2. AMENDMENT/MODIFICATION NO. P00001		3. EFFECTIVE DATE 12/19/2017		4. REQUISITION/PURCHASE REQ NO. PR-OA-17-00132	
6. ISSUED BY HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No street, county, State and ZIP Code) DEFINERS CORP Attn: (b)(4) 1500 Wilson Blvd #5 Arlington VA 22209		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11)			
		10A. MODIFICATION OF CONTRACT/ORDER NO EP-18-H-000025			
		10B. DATED (SEE ITEM 13) 12/07/2017			
CODE 076234313		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<p>The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers _____ is extended. _____ is not extended.</p> <p>Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 6 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter provided such telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
See Schedule Net Decrease: -\$120,000.00					
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF					
D. OTHER (Specify type of modification and authority)					
X Unilateral Modification: FAR 52.212-4 (1) Termination for the Government's convenience (Full Termination)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)					
DUNS Number: 076234313					
The purpose of this unilateral modification is as follows:					
(1) Unilaterally execute a full termination for convenience in accordance with the Federal Acquisition Regulation (FAR) 52.212-4 (1);					
(2) Serves as a Notice of Termination to the Contractor effective December 19, 2017;					
(3) De-obligate \$120,000.00 from this order;					
(4) Convey the extent of this full termination for convenience is for all services and contract line item numbers (CLINs) under this order and hereby terminating this firm-fixed-priced order in its entirety;					
(5) Change the total obligation amount from \$120,000.00 to \$0.00;					
Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			Rayna Brown		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)				(Signature of Contracting Officer)	
				12/19/2017	
NSN 7540-01-152-8070 Previous edition unusable		STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243			

NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(6) Change the total firm-fixed-price from \$120,000.00 to \$0.00;</p> <p>(7) Change the Administrative Contracting Officer; and</p> <p>(8) Instruct the Contractor to acknowledge receipt of this modification and termination by completing, signing, dating and returning this modification.</p> <p>Other Authorities for this Standard Form (SF) 30 Block 13: Administrative change as item (7) is considered an administrative changes that does not affect the substantive rights of the parties and item (8) is associated with an acknowledgement of this action.</p> <p>This order is hereby terminated and cancelled in its entirety.</p> <p>The Contractor hereby acknowledges receipt of this termination by signing below and shall immediately proceed with the following obligations pursuant to the Federal Acquisition Regulation (FAR) 52.212-4 Contract Terms and Conditions; Commercial Items clause (1) Termination for the Government's convenience;</p> <p><u>JOSEPH BOUNDER, PRESIDENT</u> Print Name & Title of Authorized Representative</p> <p> Signature</p> <p><u>12/19/17</u> Date</p> <p>All other terms and conditions remains unchanged and in full force and effect. Max Expire Date: 12/19/2017 LIST OF CHANGES: Reason for Modification: Terminate for Convenience (complete or partial)</p> <p>Period Of Performance End Date changed from 06-DEC-18 to 19-DEC-17</p> <p>Total Amount for this Modification: -\$120,000.00 New Total Amount for this Version: \$0.00 Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 330 (4-88)
Sponsored by GSA
FAR (48 CFR) 53.110

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	3	7
NAME OF OFFEROR OR CONTRACTOR DEFINERS CORP			

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Award: \$0.00 Obligated Amount for this Modification: -\$120,000.00 New Total Obligated Amount for this Award: \$0.00</p> <p>Contracting Officer changed from Jessica Wilson to Rayna Brown Administrative Contracting Officer changed from Elaine Scott to Rayna Brown</p> <p>Maximum Potential Expiration Date changed to: 12/19/2017 CHANGES FOR LINE ITEM NUMBER: 1 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages & breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages & breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume</p> <p>Total Amount changed from \$20,000.00 to \$0.00 Obligated Amount for this modification: -\$20,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11H-ZZZME8-2504-1711H71040-001 Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 2 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>Continued ...</p>				

NSN 7540-01-122-8067

OPTIONAL FORM 336 (4-85)
Sponsored by GSA
FAR 148 CFR 153.110

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	4	7

NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-101A46-2504-1711H71040-003 Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 3 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-202BD4-2504-1711H71040-004 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 4 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-301ME9-2504-1711H71040-005 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p>				
	<p>CHANGES FOR LINE ITEM NUMBER: 5 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to Continued ...</p>				

NSN 7540-01-152-0087

OPTIONAL FORM 336 (4-89)
Sponsored by GSA
FAR 148 CFR 153.110

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 5 OF 7
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NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-303D99-2504-1711H71040-006 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 6 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-401CD6-2504-1711H71040-007 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 7 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$12,000.00 to \$0.00 Obligated Amount for this modification: -\$12,000.00</p>				
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$12,000.00 to \$0.00</p> <p>Continued ...</p>				

NSN 7540-01-152-8087

OPTIONAL FORM 336 (4-88)
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FAR (48 CFR) 53.110

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE OF 6 7
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NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-501E44-2504-1711H71040-008 Amount changed from \$12,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 8 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-ZZZHF8-2504-1711H71040-009 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 9 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-C-11-101FK6XR1-2504-1711H71040-010 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 10 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Continued ...</p>				

HSN 7540-01 152-0067

OPTIONAL FORM 336 (4-86)
Sponsored by GSA
FAR 148 CFR 1.53 110

To: Packard, Elise[Packard.Elise@epa.gov]; Wooden-Aguilar, Helena[Wooden-Aguilar.Helena@epa.gov]
From: Grantham, Nancy
Sent: Tue 1/2/2018 11:47:19 PM
Subject: RE: PO_EP18H000025_1_HQ [URGENT]

Thanks much

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6 (mobile)

From: Packard, Elise
Sent: Tuesday, January 02, 2018 9:04 AM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>
Subject: RE: PO_EP18H000025_1_HQ [URGENT]

Deliberative Process / Ex. 5

☺ But let me check.

Elise B. Packard
Acting Principal Deputy General Counsel
U.S. EPA Office of General Counsel, Rm. 4020
(202) 564-7729

From: Grantham, Nancy
Sent: Tuesday, January 02, 2018 7:41 AM
To: Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Packard, Elise <Packard.Elise@epa.gov>
Subject: FW: PO_EP18H000025_1_HQ [URGENT]

Hi Elise,

Deliberative Process / Ex. 5

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6 (mobile)

From: Brown, Rayna
Sent: Tuesday, December 26, 2017 5:19 PM
To: Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Subject: Re: PO_EP18H000025_1_HQ [URGENT]

Nancy and Helena,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

<https://www.gao.gov/mobile/docket/B-415800.1>

<https://www.gao.gov/mobile/docket/B-415800.2>

Deliberative Process / Ex. 5

Sent from my iPhone

Kind regards,

Rayna Brown
Service Center Manager
U.S. Environmental Protection Agency (U.S. EPA)
OAM/HPOD/PCSC
(202) 564.6025 Office

On Dec 26, 2017, at 4:48 PM, Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov> wrote:

Thanks Nancy and yes it would be good to see that GAO correspondence.

Helena Wooden-Aguilar
Acting Deputy Chief of Staff
Office of the Administrator
U.S. Environmental Protection Agency
202-564-0792 (office)

Personal Phone / Ex. 6

 (mobile)
wooden-aguilar.helena@epa.gov

On Dec 26, 2017, at 4:42 PM, Grantham, Nancy <Grantham.Nancy@epa.gov> wrote:

Thanks .. **Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5 hanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6

 (mobile)

From: Brown, Rayna
Sent: Tuesday, December 26, 2017 4:39 PM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>
Cc: Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>
Subject: Re: PO_EP18H000025_1_HQ [URGENT]

Hello Nancy,

I hope you had a nice weekend. The funds have already been de-obligated and as I recall I was able to confirm this in Compass Data Warehouse. Also, the GAO protest of this action was dismissed by GAO last week **Deliberative Process / Ex. 5**

Please let me know if you have any further questions. Have a nice day!

Sent from my iPhone

Kind regards,

Rayna Brown
Service Center Manager
U.S. Environmental Protection Agency (U.S. EPA)
OAM/HPOD/PCSC
(202) 564.6025 Office

On Dec 26, 2017, at 4:24 PM, Grantham, Nancy <Grantham.Nancy@epa.gov> wrote:

Thanks .. please let us know when this is complete – as we would like to deobligate the funds and put them on an existing Cision contract.

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Brown, Rayna
Sent: Thursday, December 21, 2017 3:43 PM
To: Julia Cotrone <jcotrone@definerscorp.com>
Cc: Dews, Donna <Dews.Donna@epa.gov>; Scott Cotter <scotter@definerscorp.com>
Subject: Re: PO_EP18H000025_1_HQ [URGENT]

Hello Julia,

Thank you for your prompt response. I will generate a final bilateral modification to definitize Definers Corp's decision and will get it to you as quickly as possible. This forthcoming modification will serve as the final step and we can close this out. I will be in contact with you soon. Have a nice day.

Kind regards,

Rayna Brown
Service Center Manager, Contracting Officer
U.S. Environmental Protection Agency (U.S. EPA)
OAM/HPOD/PCSC

Sent from my iPhone

Kind regards,

Rayna Brown
Service Center Manager
U.S. Environmental Protection Agency (U.S. EPA)
OAM/HPOD/PCSC

On Dec 21, 2017, at 11:01 AM, Julia Cotrone <jcotrone@definerscorp.com> wrote:

Hi

I had sent the email below yesterday but am having difficulty finding in my email so I just wanted to resend to make sure you have and are aware.

Definers will not seek payment or assert our rights under FAR 52.212-4

Thanks

On Dec 20, 2017, at 11:45 AM, Julia Cotrone

<jcotrone@definerscorp.com> wrote:

Definers will not seek payment or assert our rights under FAR 52.212-4

On Tue, Dec 19, 2017 at 10:45 PM, Brown, Rayna

<brown.rayna@epa.gov> wrote:

Hello Julia,

Thank you for your prompt response and returning the signed subject modification. In terms of additional steps necessary to officially end the process will involve whether or not Definers Corp wants to assert its rights under FAR 52.212-4 (l) terms and conditions—see an excerpt of the applicable clause language below. If Definers Corp is seeking, as a matter of its right, the payment of money arising under or relating to this purchase order and termination, then please submit in writing to me as the Contracting Officer with a level of detail consistent with the FAR 52.212-4 and sufficient for a Contracting Officer to determine that the costs were fair, reasonable, allowable, allocable and the facts justify the requested recovery of costs in a termination settlement (e.g. demonstrates that all reasonable steps were taken to minimize the incurrence of costs allocable to the work covered by the order). A final bilateral modification will be issued to definitize this aspect of the termination even if Definers Corp indicates that no costs will be claimed under the order and/or pursuant to the termination.

Please notify me of Definer Corp's intent regarding this matter and the Government will act accordingly. Please let me know if you have any additional questions. Thank you kindly and have a great day!

FAR 52.212-4 Contract Terms and Conditions—Commercial Items.

(l) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, **the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice**

of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. **The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.**

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

From: Julia Cotrone [mailto:jcotrone@definerscorp.com]

Sent: Tuesday, December 19, 2017 7:09 PM

To: Brown, Rayna <brown.rayna@epa.gov>

Cc: jpounder@definerscorp.com; Dews, Donna <Dews.Donna@epa.gov>;

Scott Cotter <scotter@definerscorp.com>

Subject: Re: PO_EP18H000025_1_HQ [URGENT]

Attached is signed copy of PO_EP18H000025_1_HQ (7 pages). See page 2 for signature as requested.

Please let us know if there are any additional steps we need to take on our end to complete this process. Otherwise please let us know when this process is 100% completed.

Thank you!

On Tue, Dec 19, 2017 at 4:47 PM, Julia Cotrone
<jcotrone@definerscorp.com> wrote:

Received

On Tue, Dec 19, 2017 at 3:45 PM, Brown, Rayna
<brown.rayna@epa.gov> wrote:

Contractor: Definers Corp

Purchase Order No.: EP-18-H-000025

Purchase Order Modification No.: P00001

Purchase Order Title: News Analysis Service

Subject: Unilateral Modification No. P00001

Please find attached modification P00001 to purchase order no. EP-18-H-000025 in order to cancel/terminate this order in its entirety via a Termination for the Government's Convenience effective December 19, 2017 and per the Contracting Officer's (CO's) conversation with Julia Cotrone with Definers Corp this morning. The Contractor shall immediately acknowledge receipt of this modification via email (please **DO NOT** include Group DDC-Customer) upon receipt of this email and correspondence and provide the signed page 2 of 7 to brown.rayna@epa.gov and dews.donna@epa.gov within two (2) business days. Let me know if you have any questions.

Thank you and have a nice day! ☺

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

--

Julia Cotrone

O: [571.290.5461](tel:571.290.5461) | C: Personal Phone / Ex. 6

--

Julia Cotrone

O: [571.290.5461](tel:571.290.5461) | C: Personal Phone / Ex. 6

--

Julia Cotrone

O: 571.290.5461 | C

Personal Phone / Ex. 6

To: Nancy Grantham (grantham.nancy@epa.gov)[grantham.nancy@epa.gov]; Wilcox, Jahan[wilcox.jahan@epa.gov]
From: Hull, George
Sent: Fri 7/7/2017 10:39:27 PM
Subject: Media Clips Service Contract
Statement of Work Media Clips 7-7-17.docx

Nancy and Jahan,

Deliberative Process / Ex. 5

Justification for Other than Full and Open Competition (JOFOC)

Authority: 41 U.S.C. 253(c) , FAR PART 6.3

1. **Agency:** U.S. Environmental Protection Agency
Contracting Activity: Office of Acquisition Management – Headquarters
Procurement Operations Division
Contractor: Definers Corp

2. **Nature and/or description of the action:**

EPA's Office of Public Affairs (OPA) is responsible for working with media to provide the public with timely, coherent information on environmental issues, and EPA actions and policies. Whether providing the media with press announcements; responding to media inquiries; or reacting to published stories, OPA works to achieve articles that accurately represent EPA's perspective. In order to accomplish this goal, OPA must constantly monitor media coverage and respond to inaccurate or incomplete stories. OPA may choose a number of methods to address these stories, including contacting reporters and editors to request corrections. OPA's ability to successfully address inaccurate or incomplete stories before the stories influence other reporters or are widely read is largely dependent on its ability to identify those stories shortly after publication, and OPA requires contractor support in order to do so.

3. **Description of the Supplies or Services:**

This is a sole source procurement subscription for a media support service. The service provides EPA with: 1) Intensive, near live-time "war room" coverage of media stories for specific topics, events or announcements; 2) access to a searchable database of past media content on EPA issues and topics; 3) a twice-daily compilation of news articles delivered once each business day by e-mail; and 4) high profile, breaking news stories during the day, delivered by e-mail. This service is vital to support the ability of EPA's Office of Public Affairs to fully monitor and respond quickly to breaking media coverage, which in turn supports EPA's ability to accurately provide information to the public on environmental and regulatory matters. This service also directly supports the Administrator and other senior EPA officials by providing them with timely updates on media stories.

Period of performance: One year from date of contract award

DUNS: 076234313

Proposed Source: Definers Corp.

Contacts:

Joe Pounder, President

Tel. **PBI / Ex. 4**

PBI / Ex. 4

PBI / Ex. 4

4. **Authority:** [Check appropriate exception.]

[X] Only One Responsible Source

Authority: 41 U.S.C. 253 (c) (1)

FAR Cite: FAR 6.302-1

5. **Describe how the contractor's unique qualifications or the nature of the acquisition requires use of the authority cited:**

Definers offers a customizable and proprietary Console which brings together cutting-edge technology and human analysis to provide real-time actionable intelligence based on the most relevant information. It allows organizations to have a holistic view of what is occurring in the public domain with regards to their organization and relevant sectors, both domestically and globally.

Through the Console, Definers is able to revolutionize the utilization of media clips by implementing:

- Proprietary advanced search functions
- Standalone media clip database including perpetual retention so that information is always available regardless of email retention policies or other limitations of email platforms
- Ability to pre-load a customized Console with the issues, public figures, and news data relevant to customers, populated in real time
- Specially trained and experienced researchers to provide relevant and actionable analysis
- Digital and human analytics coverage throughout the day
- Media tags that are tailored to the customer's areas of interests, which allow for quick sorting and tracking of customized data streams.
- Delivered through a proprietary web interface which allows for email distribution as well.

6. **Describe the efforts made to ensure that offers are solicited from as many potential sources as practicable:**

A JOFOC and RFI notice will be posted on FedBizOpps (synopsized) and FedConnect for five calendar days.

7. **The contracting officer determines that the anticipated cost to the Government will be fair and reasonable due to the vendor's published rates, or other available price information.**

Yes, the CO has determined the cost to be fair and reasonable based on information received from the contractor.

8. **Description of the market research conducted (see FAR Part 10). If no market research was conducted, state the reasons:**

Leading providers Cision (www.cision.com), Bulletin Intelligence (www.bulletinintelligence.com), and Critical Mention (www.criticalmention.com) do not provide the combined services sought by EPA's Office of Public Affairs.

9. **Other facts supporting the use of other than full and open competition.**

Definers Corp. states that no other service gives their clients the high level and comprehensive search functions that it offers through its customized Console. Clients have the ability to tailor their tags and tailor who from their teams sees those tags. The storage and search functions of the Console are something no other clip service provides because they do not have the Definers proprietary Console.

Approvals –

1) Project Officer's Certification

I certify that the facts and representations stated in this justification are complete and accurate which form the basis to award this requirement.



Signature of Technical Officer



Printed name of Technical Officer

Technical Officer's phone number & E-mail address:

202.564.2615 / lynn.tricia@epa.gov

Date: 11/29/2017

2) Contracting Officer's Certification

I certify that this justification is accurate and complete to the best of my knowledge and belief.

Jody Gosnell

Signature of Contracting Officer

Jody Gosnell

Printed name of
Contracting Officer

Contracting Officer's phone number and E-mail address: gosnell.jody@epa.gov
202-564-4353

Date: 11/29/17

To: Bowman, Liz[Bowman.Liz@epa.gov]; Graham, Amy[graham.amy@epa.gov]; Konkus, John[konkus.john@epa.gov]
From: Wilcox, Jahan
Sent: Mon 6/19/2017 3:10:52 PM
Subject: RE: Updated Proposal...

Deliberative Process / Ex. 5

From: Bowman, Liz
Sent: Monday, June 19, 2017 11:10 AM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>; Graham, Amy <graham.amy@epa.gov>; Konkus, John <konkus.john@epa.gov>
Subject: RE: Updated Proposal...

Deliberative Process / Ex. 5

From: Wilcox, Jahan
Sent: Monday, June 19, 2017 10:59 AM
To: Bowman, Liz <Bowman.Liz@epa.gov>; Graham, Amy <graham.amy@epa.gov>; Konkus, John <konkus.john@epa.gov>
Subject: FW: Updated Proposal...

Personal Matters / Ex. 6 Attached is the contract.

From: Wilcox, Jahan
Sent: Monday, June 19, 2017 9:38 AM
To: Hull, George <Hull.George@epa.gov>; 'jpounder@definerscorp.com' <jpounder@definerscorp.com>
Subject: FW: Updated Proposal...

George –

Deliberative Process / Ex. 5

Thank you,

Jahan

From: Joe Pounder [mailto:jpounder@definerscorp.com]
Sent: Monday, May 22, 2017 5:26 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: Updated Proposal...

Mr. Wilcox,

Please find attached an updated proposal with examples of actual alerts and daily matrix. Please let us know if you have any other questions. Our plan is when it is rolled out to clients, these alerts will be compiled into our Definers Console where they will be also stored and searchable in addition to emailed directly to inboxes. Thanks again.

--
Joe Pounder
jpounder@definerscorp.com
571-290-5460

To: Hull, George[Hull.George@epa.gov]
From: Wilcox, Jahan
Sent: Wed 6/21/2017 8:17:31 PM
Subject: FW: Where are we on getting a clips service?

Cool. Thank you!

From: Hull, George
Sent: Wednesday, June 21, 2017 4:07 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: RE: Where are we on getting a clips service?

Personal Matters / Ex. 6

From: Wilcox, Jahan
Sent: Wednesday, June 21, 2017 3:59 PM
To: Hull, George <Hull.George@epa.gov>
Subject: Where are we on getting a clips service?

Jahan Wilcox
EPA
Strategic Communications Advisor
Work Cell:

Personal Phone / Ex. 6

Work Email: wilcox.jahan@epa.gov

To: Hull, George[Hull.George@epa.gov]; Grantham, Nancy[Grantham.Nancy@epa.gov]
From: Wilcox, Jahan
Sent: Mon 7/10/2017 4:41:11 PM
Subject: RE: Media Clips Service Contract

Cool

From: Hull, George
Sent: Monday, July 10, 2017 12:24 PM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: RE: Media Clips Service Contract

Jahan,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

From: Grantham, Nancy
Sent: Monday, July 10, 2017 11:29 AM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>; Hull, George <Hull.George@epa.gov>
Subject: RE: Media Clips Service Contract

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

thanksng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Wilcox, Jahan
Sent: Monday, July 10, 2017 11:27 AM
To: Hull, George <Hull.George@epa.gov>
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Media Clips Service Contract

Deliberative Process / Ex. 5

From: Hull, George
Sent: Monday, July 10, 2017 10:02 AM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: FW: Media Clips Service Contract

Hi Jahan,

Deliberative Process / Ex. 5

Thanks, George

From: Hull, George
Sent: Friday, July 07, 2017 6:40 PM
To: Nancy Grantham (grantham.nancy@epa.gov) <grantham.nancy@epa.gov>; Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: Media Clips Service Contract

Nancy and Jahan,

Deliberative Process / Ex. 5

To: Hull, George[Hull.George@epa.gov]
From: Wilcox, Jahan
Sent: Tue 6/27/2017 9:36:12 PM
Subject: RE: Definers

Deliberative Process / Ex. 5

From: Hull, George
Sent: Tuesday, June 27, 2017 4:57 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: RE: Definers

Deliberative Process / Ex. 5

From: Wilcox, Jahan
Sent: Tuesday, June 27, 2017 4:55 PM
To: Hull, George <Hull.George@epa.gov>
Subject: RE: Definers

Thanks man!

Deliberative Process / Ex. 5

From: Hull, George
Sent: Tuesday, June 27, 2017 4:53 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: RE: Definers

Deliberative Process / Ex. 5

 - George

From: Wilcox, Jahan
Sent: Tuesday, June 27, 2017 4:52 PM
To: Hull, George <Hull.George@epa.gov>
Subject: Definers

Deliberative Process / Ex. 5

Jahan Wilcox
EPA
Strategic Communications Advisor
Work Cell: Personal Phone / Ex. 6
Work Email: wilcox.jahan@epa.gov

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
Cc: Bowman, Liz[Bowman.Liz@epa.gov]
From: Wilcox, Jahan
Sent: Wed 10/18/2017 8:11:32 PM
Subject: We need Definers' clipping service down now.

Deliberative Process / Ex. 5

Jahan Wilcox
EPA
Strategic Communications Advisor
Work Cell:

Personal Phone / Ex. 6

Work Email: wilcox.jahan@epa.gov

To: Hull, George[Hull.George@epa.gov]
Cc: Bowman, Liz[Bowman.Liz@epa.gov]
From: Wilcox, Jahan
Sent: Thur 6/29/2017 1:22:20 PM
Subject: RE: Definers

Deliberative Process / Ex. 5

From: Hull, George
Sent: Thursday, June 29, 2017 9:13 AM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Cc: Bowman, Liz <Bowman.Liz@epa.gov>
Subject: Re: Definers

Jahan,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 George

Sent from my iPhone
On Jun 29, 2017, at 8:50 AM, Wilcox, Jahan <wilcox.jahan@epa.gov> wrote:

George –

Deliberative Process / Ex. 5

Thank you.

Jahan

From: Hull, George
Sent: Tuesday, June 27, 2017 4:57 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: RE: Definers

Deliberative Process / Ex. 5

From: Wilcox, Jahan
Sent: Tuesday, June 27, 2017 4:55 PM
To: Hull, George <Hull.George@epa.gov>
Subject: RE: Definers

Thanks man!

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

From: Hull, George

Sent: Tuesday, June 27, 2017 4:53 PM

To: Wilcox, Jahan <wilcox.jahan@epa.gov>

Subject: RE: Definers

Deliberative Process / Ex. 5 - George

From: Wilcox, Jahan

Sent: Tuesday, June 27, 2017 4:52 PM

To: Hull, George <Hull.George@epa.gov>

Subject: Definers

Deliberative Process / Ex. 5

Jahan Wilcox

EPA

Strategic Communications Advisor

Work Cell: Personal Phone / Ex. 6

Work Email: wilcox.jahan@epa.gov

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
Cc: Bowman, Liz[Bowman.Liz@epa.gov]
From: Wilcox, Jahan
Sent: Wed 10/18/2017 8:25:24 PM
Subject: RE: Definers -- Clips

Thank you very much!

From: Grantham, Nancy
Sent: Wednesday, October 18, 2017 4:24 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Cc: Bowman, Liz <Bowman.Liz@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: Re: Definers -- Clips

Deliberative Process / Ex. 5

Thx ng
Sent from my iPhone
On Oct 18, 2017, at 4:13 PM, Wilcox, Jahan <wilcox.jahan@epa.gov> wrote:

Deliberative Process / Ex. 5

From: Wilcox, Jahan
Sent: Thursday, September 28, 2017 6:27 PM
To: Joe Pounder <jpounder@definerscorp.com>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Bowman, Liz <Bowman.Liz@epa.gov>
Subject: Re: Definers -- Clips

Great. Adding Nancy and Liz.

On Sep 28, 2017, at 4:11 PM, Joe Pounder <jpounder@definerscorp.com> wrote:

We're fully registered...

<Screen Shot 2017-09-28 at 4.23.59 PM.png>

On Thu, Sep 28, 2017 at 3:29 PM, Wilcox, Jahan <wilcox.jahan@epa.gov> wrote:

From: Grantham, Nancy
Sent: Thursday, September 28, 2017 3:29 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>
Cc: Bowman, Liz <Bowman.Liz@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Definers -- Clips

HI –

Working with contracts on this – here is the remaining issue that the contracting officer brought to me yesterday --

Specifically, the vendor is not registered in the System for Award Management (SAM). In order

for any vendor to receive a contract from the federal government, they must be registered in this system. The vendor seems to be reluctant to register.

George had been working with the vendor on this. I have a call into the vendor as they may need assistance in completing the forms.

Will update you as soon as I hear from the vendor.

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Wilcox, Jahan
Sent: Thursday, September 28, 2017 3:02 PM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>
Cc: Bowman, Liz <Bowman.Liz@epa.gov>
Subject: Definers -- Clips
Importance: High

Where are we on this and when can we get this going? Today is a day where we could really use their help capturing clips in real time. This is very important and our wait and the process to do this has been way too long. Thank you!

Jahan Wilcox
EPA
Strategic Communications Advisor
Work Cell: **Personal Phone / Ex. 6**
Work Email: wilcox.jahan@epa.gov

--

Joe Pounder
jpounder@definerscorp.com
571-290-5460

To: Bodine, Susan[bodine.susan@epa.gov]
Cc: Bowman, Liz[Bowman.Liz@epa.gov]
From: Wilcox, Jahan
Sent: Thur 12/14/2017 8:47:50 PM
Subject: RE: Request for comment on Definers contract, deadline end of day

Personal Matters / Ex. 6

Definers was hired to do media monitoring in real-time (24-7) with the ability to cut clips to help our shop.

Personal Matters / Ex. 6

From: Rebecca Leber [mailto:rleber@motherjones.com]
Sent: Thursday, December 14, 2017 3:36 PM
To: Press <Press@epa.gov>; Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: Request for comment on Definers contract, deadline end of day

Writing to request comment on federal records showing that the EPA has hired Definers Corp., a PR firm associated with GOP campaigns, on a \$120,000 federal contract to conduct media monitoring.

What work was Definers hired for?

Can you comment on Jahan Wilcox's connections to the staff at Definers, and if he or any other staff played a role in facilitating the contract?

My deadline is end of the day, thank you

Rebecca Leber

To: Bowman, Liz[Bowman.Liz@epa.gov]; Konkus, John[konkus.john@epa.gov]; Ferguson, Lincoln[ferguson.lincoln@epa.gov]; Abboud, Michael[abboud.michael@epa.gov]; Hewitt, James[hewitt.james@epa.gov]; Block, Molly[block.molly@epa.gov]; Daniell, Kelsi[daniell.kelsi@epa.gov]
From: Wilcox, Jahan
Sent: Fri 12/15/2017 2:58:49 PM
Subject: RE: Definers Corp. contract with EPA

Handling.

From: Kevin Bogardus [mailto:kbogardus@eenews.net]
Sent: Friday, December 15, 2017 9:54 AM
To: Bowman, Liz <Bowman.Liz@epa.gov>; Konkus, John <konkus.john@epa.gov>; Ferguson, Lincoln <ferguson.lincoln@epa.gov>; Wilcox, Jahan <wilcox.jahan@epa.gov>; Abboud, Michael <abboud.michael@epa.gov>; Hewitt, James <hewitt.james@epa.gov>; Block, Molly <block.molly@epa.gov>; Daniell, Kelsi <daniell.kelsi@epa.gov>
Subject: Definers Corp. contract with EPA

Hey everyone,

It's Kevin Bogardus with E&E News.

I'm working on a piece about Definers Corp.'s contract with EPA
(<https://www.usaspending.gov/transparency/Pages/TransactionDetails.aspx?RecordID=53D2AF0E-B566-47BB-8EB4-728DAC00CEB7&AwardID=59978626&AwardType=C>). I had a few questions about this, which are:

-- How did this contract happen? Did Definers approach EPA first or did EPA approach Definers first?

-- What services will Definers be providing EPA? Will Definers be providing "war room" services to EPA
(https://docs.wixstatic.com/ugd/3d6ea3_c21da991906e440eba09e35b63bbcc10.pdf)?

-- A search of usaspending.gov shows that Definers' contract with EPA is Definers' first contract with EPA
(<https://www.usaspending.gov/Pages/AdvancedSearch.aspx?sub=y&ST=C&FY=2018,2017,2016,2015,2014,2013,2012,2011,2010,2009&A=0&SS=USA&k=definers>). Is that accurate?

Please get back to me as soon as possible. My deadline is 12:30 pm EST today but the sooner you get back to me, the more it helps my reporting. Also, since I'm working from home today, please email me here or call my cell phone at 202-247-7844. Thank you for your help.

Kevin Bogardus
E&E News Reporter
kbogardus@eenews.net
202-446-0401 (p)

Personal Phone / Ex. 8 (c)

202-737-5299 (f)

Follow me [@KevinBogardus](#)

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To: Grantham, Nancy[Grantham.Nancy@epa.gov]; Bowman, Liz[Bowman.Liz@epa.gov]
From: Wilcox, Jahan
Sent: Mon 12/18/2017 8:57:01 PM
Subject: RE: follow up questions on Definers Public Affairs contract

Deliberative Process / Ex. 5

From: Grantham, Nancy
Sent: Monday, December 18, 2017 3:55 PM
To: Bowman, Liz <Bowman.Liz@epa.gov>; Wilcox, Jahan <wilcox.jahan@epa.gov>
Subject: RE: follow up questions on Definers Public Affairs contract

Deliberative Process / Ex. 5

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Bowman, Liz
Sent: Monday, December 18, 2017 2:00 PM
To: Wilcox, Jahan <wilcox.jahan@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: follow up questions on Definers Public Affairs contract

Deliberative Process / Ex. 5

From: Friedman, Lisa [<mailto:lisa.friedman@nytimes.com>]
Sent: Monday, December 18, 2017 12:38 PM
To: Bowman, Liz <Bowman.Liz@epa.gov>; Wilcox, Jahan <wilcox.jahan@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Press <Press@epa.gov>
Subject: follow up questions on Definers Public Affairs contract

Hi folks. I have a few follow up questions on the nature of the contract with Definers I hope you can answer.

1. The contract itself notes that it was a sole-source notification, a no-bid contract. Can you explain to me why this qualified as a no-bid contract. Are they the only company that can provide this service? Unique in some way? Is there any written justification that was conducted that you can provide me?
2. You noted in an earlier response to me that in a sole-source notification a notice must be placed on federal websites to other vendors may provide proof of their ability to conduct the services. In this case, you noted, one additional vendor did so. Can you please provide the name and/or response itself of the company that responded?
3. The contract notes that Definers is self-designated as a disadvantaged business. Executives at Definers said they believe that is a clerical error and that they did not purposely claim any disadvantaged status. Can you please explain to me why the company is designated as such, how that came to be, and if any benefits were incurred to the company because of that status.

Thanks so much,
Lisa

--

Lisa Friedman
Reporter, New York Times
(202) 862-0306 office
Personal Phone / Ex. 6 cell

To: Grantham, Nancy[Grantham.Nancy@epa.gov]
Cc: Bowman, Liz[Bowman.Liz@epa.gov]
From: Wilcox, Jahan
Sent: Thur 9/28/2017 7:02:06 PM
Subject: Definers -- Clips

Deliberative Process / Ex. 5

Jahan Wilcox
EPA
Strategic Communications Advisor
Work Cell:

Personal Phone / Ex. 6

Work Email: wilcox.jahan@epa.gov

To: Stewart, Keith[Stewart.Keith@epa.gov]
From: Brown, Rayna
Sent: Wed 9/5/2018 5:53:32 PM
Subject: Today's Bi-Weekly Discussion Topics

Hello Keith,

While I was waiting for you for our rescheduled bi-weekly, here’s some topics I hope we are able to discuss today:

BI-WEEKLY MEETING
Wednesday, September 5, 2018

I. Personnel Matters

a. **Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

II. Operational Matters

Deliberative Process / Ex. 5

III. Administrative and Miscellaneous Matters

Personal Matters / Ex. 6

Kind regards,

Rayna Brown
Service Center Manager
U.S. Environmental Protection Agency (U.S. EPA)
OAM/HPOD/Pre-Award Solutions Team
(202) 564.6025 Office

To: Brown, Rayna[brown.rayna@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]; Pakula, Kenneth[Pakula.Kenneth@epa.gov]; Legare, Pamela[Legare.Pamela@epa.gov]; Patrick, Kimberly[Patrick.Kimberly@epa.gov]
Cc: Zemel, Avital[Zemel.Avital@epa.gov]; McGraw, Sara[McGraw.Sara@epa.gov]
From: Madison, Tommie
Sent: Tue 12/19/2017 3:44:20 PM
Subject: FW: B- 415800-1 FW: Bid protest for EPA contract EP18H000025
[Bid protest for EPA contract EP18H000025.pdf](#)

This is the email sent from GAO with the protest number included (B-415800-1). The earlier email was sent before the number was assigned by GAO. Also, you will notice in the protest letter that there are two (2) protesters being represented by Public Citizen....which is the organization that sent the letter in on behalf of both protesters.

GAO sent two emails with two protest numbers (B-415800-1 and B-415800-2), although after I called GAO this morning they told me that one response addressing both protesters names would be sufficient once we respond. I will still send the other email for your records as well.

Thanks,

Tommie L. Madison, Jr.
U.S. Environmental Protection Agency
Office of Acquisition Management (OAM)
Acting Agency Advocate for Competition
Phone: (202) 564-2556
MailCode: 3803R

From: Protests@gao.gov [mailto:Protests@gao.gov]
Sent: Tuesday, December 19, 2017 9:30 AM
To: Madison, Tommie <Madison.Tommie@epa.gov>
Subject: Registered: B- 415800-1 FW: Bid protest for EPA contract EP18H000025

This is a [Registered E-mail](#)[®] message from **Protests**.

This is a follow-up Email-- we now have a case-number

B- 415800-1

NOTE-- Protestor Fenton Communications

I am-- Kenneth Webb PLCG

From: David Arkush [mailto:darkush@citizen.org]
Sent: Monday, December 18, 2017 5:12 PM
To: Protests
Subject: Bid protest for EPA contract EP18H000025

Hello,

Attached to this email is a bid protest for EPA contract EP18H000025.

Thank you.

Sincerely,
David Arkush

David J. Arkush | Managing Director
Public Citizen's Climate Program
215 Pennsylvania Ave SE, Washington, DC 20003
TEL: 202.454.5132, **CELL:** Personal Phone / Ex. 6

For more information about the Registered E-mail® service visit <http://www.rpost.com>

To: Quarles, Michael[Quarles.Michael@epa.gov]; Stewart, Keith[Stewart.Keith@epa.gov]
Cc: Dews, Donna[Dews.Donna@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]
From: Wilson, Jessica
Sent: Thur 12/7/2017 3:00:14 PM
Subject: RE: New Analysis and Media Support

Good Morning All Donna and I are working closely on this action.

We will provide a status update no later than 4pm today.

Kind regards,

Jessica V. Wilson
Contracting Officer

U.S. Environmental Protection Agency
OARM/OAM/HPOD/PCSC
Ronald Reagan Building #61178
1200 Pennsylvania Ave. NW Mail Code: 3803R
Washington, DC 20460
Phone: 202-564-2504
E-mail: wilson.jessica@epa.gov

From: Quarles, Michael
Sent: Thursday, December 07, 2017 9:34 AM
To: Stewart, Keith <Stewart.Keith@epa.gov>
Cc: Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>
Subject: RE: New Analysis and Media Support

Hi Keith,

Deliberative Process / Ex. 5

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

From: Stewart, Keith
Sent: Thursday, December 07, 2017 8:48 AM
To: Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>
Subject: Re: New Analysis and Media Support

Micheal

Deliberative Process / Ex. 5

Sent from my iPhone

Keith,

Deliberative Process / Ex. 5

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

From: Stewart, Keith
Sent: Thursday, December 07, 2017 8:44 AM
To: Dews, Donna <Dews.Donna@epa.gov>
Cc: Brown, Rayna <brown.rayna@epa.gov>; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Subject: Re: New Analysis and Media Support

Ok thanks for update. **Deliberative Process / Ex. 5**

Sent from my iPhone

On Dec 7, 2017, at 8:42 AM, Dews, Donna <Dews.Donna@epa.gov> wrote:

Hi Stewart

Deliberative Process / Ex. 5

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

From: Stewart, Keith
Sent: Wednesday, December 06, 2017 5:46 PM
To: Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>
Cc: Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Subject: New Analysis and Media Support

Donna,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Michael,

Deliberative Process / Ex. 5

Rayna and Elaine,

Deliberative Process / Ex. 5

Keith Stewart, Division Director

Phone: 202-564-1286

Cell: Personal Phone / Ex. 6

email: Stewart.Keith@epa.gov

To: Stewart, Keith[Stewart.Keith@epa.gov]; Brown, Rayna[brown.rayna@epa.gov]
Cc: Scott, Elaine[Scott.Elaine@epa.gov]; Wilson, Jessica[Wilson.Jessica@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]
From: Dews, Donna
Sent: Thur 12/7/2017 1:42:51 PM
Subject: RE: New Analysis and Media Support

Hi Stewart

Deliberative Process / Ex. 5

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

From: Stewart, Keith
Sent: Wednesday, December 06, 2017 5:46 PM
To: Dews, Donna <Dews.Donna@epa.gov>; Brown, Rayna <brown.rayna@epa.gov>
Cc: Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Subject: New Analysis and Media Support

Donna,

Deliberative Process / Ex. 5

Michael,

Deliberative Process / Ex. 5

Rayna and Elaine,

Deliberative Process / Ex. 5

Keith Stewart, Division Director
Phone: 202-564-1286
Cell: Personal Phone / Ex. 6
email: Stewart.Keith@epa.gov

To: Brown, Rayna[brown.rayna@epa.gov]
Cc: jpounder@definerscorp.com[jpounder@definerscorp.com]; Dews, Donna[Dews.Donna@epa.gov]; Scott, Elaine[Scott.Elaine@epa.gov]
From: Julia Cotrone
Sent: Tue 12/19/2017 9:47:15 PM
Subject: Re: PO_EP18H000025_1_HQ [URGENT]

Received
On Tue, Dec 19, 2017 at 3:45 PM, Brown, Rayna <brown.rayna@epa.gov> wrote:

Contractor: Definers Corp

Purchase Order No.: EP-18-H-000025

Purchase Order Modification No.: P00001

Purchase Order Title: News Analysis Service

Subject: Unilateral Modification No. P00001

Please find attached modification P00001 to purchase order no. EP-18-H-000025 in order to cancel/terminate this order in its entirety via a Termination for the Government’s Convenience effective December 19, 2017 and per the Contracting Officer’s (CO’s) conversation with Julia Cotrone with Definers Corp this morning. The Contractor shall immediately acknowledge receipt of this modification via email (please **DO NOT** include Group DDC-Customer) upon receipt of this email and correspondence and provide the signed page 2 of 7 to brown.rayna@epa.gov and dews.donna@epa.gov within two (2) business days. Let me know if you have any questions.

Thank you and have a nice day! ☺

Kind regards,

Rayna Brown

Service Center Manager, Contracting Officer

U.S. Environmental Protection Agency (U.S. EPA)

OAM/HPOD/PCSC

--

Julia Cotrone
O: 571.290.5461 | C:

Deliberative Process / Ex. 5

To: Gosnell, Jody[Gosnell.Jody@epa.gov]; Lynn, Tricia[lynn.tricia@epa.gov]; Dews, Donna[Dews.Donna@epa.gov]; Quarles, Michael[Quarles.Michael@epa.gov]
Cc: Brown, Rayna[brown.rayna@epa.gov]
From: Grantham, Nancy
Sent: Thur 11/30/2017 2:18:44 PM
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Great .. thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6

(mobile)

From: Gosnell, Jody
Sent: Thursday, November 30, 2017 9:17 AM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Brown, Rayna <brown.rayna@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks, Jody

Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov

From: Grantham, Nancy
Sent: Thursday, November 30, 2017 9:02 AM
To: Lynn, Tricia <lynn.tricia@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Brown, Rayna <brown.rayna@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Right ..

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency

202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Lynn, Tricia
Sent: Thursday, November 30, 2017 8:58 AM
To: Gosnell, Jody <Gosnell.Jody@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Brown, Rayna <brown.rayna@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Jody—

Deliberative Process / Ex. 5

--Tricia

From: Gosnell, Jody
Sent: Thursday, November 30, 2017 8:56 AM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Brown, Rayna <brown.rayna@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Jody

*Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov*

From: Grantham, Nancy
Sent: Thursday, November 30, 2017 8:29 AM
To: Dews, Donna <Dews.Donna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Brown, Rayna <brown.rayna@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Deliberative Process / Ex. 5

Thanks ng

**Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)**
Personal Phone / Ex. 6 (mobile)

From: Dews, Donna

Sent: Wednesday, November 29, 2017 12:14 PM

To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy

If you go www.fbo.gov and search by Environmental Protection Agency: Opportunities you will see Special Notice titled Media Support/News analysis service

www.fedconnect.net – public opportunities [Media Support/News analysis service](#)

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

From: Grantham, Nancy

Sent: Wednesday, November 29, 2017 11:53 AM

To: Dews, Donna <Dews.Donna@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much .. can you give us the link to the notice? Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Dews, Donna

Sent: Wednesday, November 29, 2017 11:52 AM

To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Nancy

Special notice posted today at 10:29am. today.

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)

From: Grantham, Nancy

Sent: Wednesday, November 29, 2017 11:50 AM

To: Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi .. do we have an update on this posting? Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6 **(mobile)**

From: Gosnell, Jody

Sent: Tuesday, November 28, 2017 3:28 PM

To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Deliberative Process / Ex. 5

Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov

From: Grantham, Nancy

Sent: Tuesday, November 28, 2017 7:51 AM

To: Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6 **(mobile)**

From: Gosnell, Jody

Sent: Tuesday, November 28, 2017 7:50 AM

To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5 Jody

*Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov*

From: Grantham, Nancy

Sent: Monday, November 27, 2017 4:20 PM

To: Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all –

Deliberative Process / Ex. 5 Thanks ng

**Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)**

From: Gosnell, Jody

Sent: Monday, November 27, 2017 3:23 PM

To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Donna,

Can you please provide us with an update on the status of this PR? Jody

*Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov*

From: Grantham, Nancy

Sent: Wednesday, November 22, 2017 10:34 AM

To: Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks much

Happy thanksgiving

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6 **(mobile)**

From: Gosnell, Jody

Sent: Wednesday, November 22, 2017 10:09 AM

To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Deliberative Process / Ex. 5

Jody

Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gossnell.jody@epa.gov

From: Grantham, Nancy

Sent: Tuesday, November 21, 2017 4:50 PM

To: Gosnell, Jody <Gosnell.Jody@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi – just checking in on this –

Deliberative Process / Ex. 5

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)

Personal Phone / Ex. 6 **(mobile)**

From: Gosnell, Jody

Sent: Friday, November 17, 2017 8:32 AM

To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>

Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi Nancy,

Deliberative Process / Ex. 5

Jody Gosnell
Contracting Officer/Team Leader
Headquarters Procurement Operations Division
Office of Acquisition Management
Office: (202) 564-4353
Email: gosnell.jody@epa.gov

From: Grantham, Nancy
Sent: Thursday, November 16, 2017 1:43 PM
To: Lynn, Tricia <lynn.tricia@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks all –

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Lynn, Tricia
Sent: Thursday, November 16, 2017 1:38 PM
To: Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Donna—

Deliberative Process / Ex. 5 **Deliberative Process / Ex. 5** **Deliberative Process / Ex. 5**

Deliberative Process / Ex. 5

Thanks!

--Tricia

From: Dews, Donna
Sent: Thursday, November 16, 2017 1:28 PM
To: Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC
Importance: High

Hi All

Again Thanks.

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

From: Lynn, Tricia
Sent: Monday, November 13, 2017 11:48 AM
To: Dews, Donna <Dews.Donna@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Gosnell, Jody <Gosnell.Jody@epa.gov>
Cc: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi all—

Deliberative Process / Ex. 5

Thanks everyone!

--Tricia

From: Dews, Donna
Sent: Thursday, November 02, 2017 11:48 AM
To: Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>
Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Michael

Thank you.

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

From: Quarles, Michael
Sent: Thursday, November 02, 2017 11:44 AM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>; Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>
Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Hello,

Deliberative Process / Ex. 5 Thank you.

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

From: Grantham, Nancy
Sent: Thursday, November 02, 2017 9:31 AM
To: Dews, Donna <Dews.Donna@epa.gov>; Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: RE: Updated Docs for PR-OA-17-00132 NEWS SVC

Thanks .. **Deliberative Process / Ex. 5**

Thanks all

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Dews, Donna
Sent: Thursday, November 02, 2017 9:30 AM
To: Lynn, Tricia <lynn.tricia@epa.gov>; Quarles, Michael <Quarles.Michael@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>
Cc: Gosnell, Jody <Gosnell.Jody@epa.gov>
Subject: Updated Docs for PR-OA-17-00132 NEWS SVC

Hi All

I appreciate everyone coming out so we can continue to progress toward this solicitation.

Deliberative Process / Ex. 5

Deliberative Process / Ex. 5

Donna Dews
Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 7	
2. AMENDMENT/MODIFICATION NO. P00001		3. EFFECTIVE DATE 12/19/2017		4. REQUISITION/PURCHASE REQ. NO. PR-OA-17-00132	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) DEFINERS CORP Attn: PBI/Ex. 4 1500 Wilson Blvd #5 Arlington VA 22209		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 076234313 FACILITY CODE		X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-18-H-000025		10B. DATED (SEE ITEM 13) 12/07/2017	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule		Net Decrease: -\$120,000.00			
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
X D. OTHER (Specify type of modification and authority) Unilateral Modification: FAR 52.212-4 (1) Termination for the Government's convenience (Full Termination)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not. <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)					
DUNS Number: 076234313					
The purpose of this unilateral modification is as follows:					
(1) Unilaterally execute a full termination for convenience in accordance with the Federal Acquisition Regulation (FAR) 52.212-4 (1); (2) Serves as a Notice of Termination to the Contractor effective December 19, 2017; (3) De-obligate \$120,000.00 from this order; (4) Convey the extent of this full termination for convenience is for all services and contract line item numbers (CLINs) under this order and hereby terminating this firm-fixed-priced order in its entirety; (5) Change the total obligation amount from \$120,000.00 to \$0.00; Continued ...					
Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rayna Brown			
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	
				16C. DATE SIGNED 12/19/2017	
NSN 7540-01-152-8070 Previous edition unusable		STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243			

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	2	7

NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>(6) Change the total firm-fixed-price from \$120,000.00 to \$0.00;</p> <p>(7) Change the Administrative Contracting Officer; and</p> <p>(8) Instruct the Contractor to acknowledge receipt of this modification and termination by completing, signing, dating and returning this modification.</p> <p>Other Authorities for this Standard Form (SF) 30 Block 13: Administrative change as item (7) is considered an administrative changes that does not affect the substantive rights of the parties and item (8) is associated with an acknowledgement of this action.</p> <p>This order is hereby terminated and cancelled in its entirety.</p> <p>The Contractor hereby acknowledges receipt of this termination by signing below and shall immediately proceed with the following obligations pursuant to the Federal Acquisition Regulation (FAR) 52.212-4 Contract Terms and Conditions; Commercial Items clause (1) Termination for the Government's convenience:</p> <p><u>JOSEPH BOUNDER, PRESIDENT</u> Print Name & Title of Authorized Representative</p> <p><u>[Signature]</u> Signature</p> <p><u>12/19/17</u> Date</p> <p>All other terms and conditions remains unchanged and in full force and effect. Max Expire Date: 12/19/2017 LIST OF CHANGES: Reason for Modification: Terminate for Convenience (complete or partial)</p> <p>Period Of Performance End Date changed from 06-DEC-18 to 19-DEC-17</p> <p>Total Amount for this Modification: -\$120,000.00 New Total Amount for this Version: \$0.00 Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)
Sponsored by GSA
FAR (48 CFR) 53.110

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE OF 3 7
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NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Award: \$0.00 Obligated Amount for this Modification: -\$120,000.00 New Total Obligated Amount for this Award: \$0.00</p> <p>Contracting Officer changed from Jessica Wilson to Rayna Brown Administrative Contracting Officer changed from Elaine Scott to Rayna Brown</p> <p>Maximum Potential Expiration Date changed to: 12/19/2017 CHANGES FOR LINE ITEM NUMBER: 1 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages & breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA for console customization, twice daily clip packages & breaking news alerts, analyst support and access and console maintenance for EPA data based on clip volume</p> <p>Total Amount changed from \$20,000.00 to \$0.00 Obligated Amount for this modification: -\$20,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11H-ZZZME8-2504-1711H71040-001 Amount changed from \$20,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 2 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)
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CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 4 OF 7
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NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-101A46-2504-1711H71040-003 Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 3 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-202BD4-2504-1711H71040-004 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 4 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-301ME9-2504-1711H71040-005 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 5 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)
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CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	5	7

NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-303D99-2504-1711H71040-006 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 6 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-401CD6-2504-1711H71040-007 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 7 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$12,000.00 to \$0.00 Obligated Amount for this modification: -\$12,000.00</p>				
	<p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$12,000.00 to \$0.00</p> <p>Continued ...</p>				

NSN 7540-01-152-8067

OPTIONAL FORM 336 (4-86)
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CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-18-H-000025/P00001	PAGE 6 OF 7
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NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-501E44-2504-1711H71040-008 Amount changed from \$12,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 8 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA.</p> <p>Total Amount changed from \$5,000.00 to \$0.00 Obligated Amount for this modification: -\$5,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$5,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-11-ZZZHF8-2504-1711H71040-009 Amount changed from \$5,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 9 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Total Amount changed from \$15,000.00 to \$0.00 Obligated Amount for this modification: -\$15,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$15,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-C-11-101FK6XR1-2504-1711H71040-010 Amount changed from \$15,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>CHANGES FOR LINE ITEM NUMBER: 10 Description changed from News analysis and brief service focusing on EPA work and other topics of interest to EPA. to CANCELLED: News analysis and brief service focusing on EPA work and other topics of interest to EPA. Continued ...</p>				

NSN 7540-01-152-8067

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CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-18-H-000025/P00001	7	7

NAME OF OFFEROR OR CONTRACTOR
DEFINERS CORP

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Total Amount changed from \$3,000.00 to \$0.00 Obligated Amount for this modification: -\$3,000.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$3,000.00 to \$0.00</p> <p>CHANGES FOR ACCOUNTING CODE: 17-T-11-501E52-2504-1711H71040-002 Amount changed from \$3,000.00 to \$0.00 Percent changed from 100 to 0</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>FOB: Destination Period of Performance: 12/07/2017 to 12/19/2017</p>				

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To: Wilson, Jessica[Wilson.Jessica@epa.gov]
From: Brown, Rayna
Sent: Tue 12/19/2017 4:37:23 PM
Subject: RE: Contract awarded 12/7/17

Thanks so much Jessica! ☺

Kind regards,

Rayna Brown
Service Center Manager
U.S. Environmental Protection Agency (U.S. EPA)
OAM/HPOD/PCSC
(202) 564.6025 Office

From: Wilson, Jessica
Sent: Tuesday, December 19, 2017 11:29 AM
To: Brown, Rayna <brown.rayna@epa.gov>
Subject: FW: Contract awarded 12/7/17

Definers Corp
--

Julia Cotrone
O: 571.290.5461 | C: Personal Phone / Ex. 6

Email:
jcotrone@definerscorp.com

Jessica V. Wilson
Contracting Officer

U.S. Environmental Protection Agency
OARM/OAM/HPOD/PCSC
Ronald Reagan Building #61178
1200 Pennsylvania Ave. NW Mail Code: 3803R
Washington, DC 20460
Phone: 202-564-2504
E-mail: wilson.jessica@epa.gov

From: Julia Cotrone [<mailto:jcotrone@definerscorp.com>]
Sent: Monday, December 11, 2017 11:17 AM
To: Dews, Donna <Dews.Donna@epa.gov>
Cc: jpounder@definerscorp.com; Scott, Elaine <Scott.Elaine@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>
Subject: Re: Contract awarded 12/7/17

Hi Donna,

We working to amend this now - will be in touch shortly

On Mon, Dec 11, 2017 at 9:37 AM, Dews, Donna <Dews.Donna@epa.gov> wrote:

Hi Julia

Per my voice mail today. When can the Office of Administrator start using your services. Your quote indicates start date of 1/1/18. Please amend your quote to reflect period of performance, as to when the services start and end. Thanks so much!!!!.

Contract Specialist
US Environmental Protection Agency
Office of Acquisition Management
HPOD/Program Contract Service Center
Washington, DC 20460
202-564-6752 (DIRECT)
Dews.donna@epa.gov

--

Julia Cotrone

O: 571.290.5461 | C:

Personal Phone / Ex. 6

To: Stewart, Keith[Stewart.Keith@epa.gov]
Bcc: Brown, Rayna[brown.rayna@epa.gov]
From: Brown, Rayna
Sent: Wed 9/5/2018 5:53:33 PM
Subject: Today's Bi-Weekly Discussion Topics

Hello Keith,

While I was waiting for you for our rescheduled bi-weekly, here’s some topics I hope we are able to discuss today:

BI-WEEKLY MEETING
Wednesday, September 5, 2018

I. Personnel Matters

a. **Deliberative Process / Ex. 5**

- i.
- ii.
- iii.
- iv.

Deliberative Process / Ex. 5

II. Operational Matters

- a.
- b.
- c.
- d.
- e.
- f.
- g.

Deliberative Process / Ex. 5

III. Administrative and Miscellaneous Matters

- a. **Personal Matters / Ex. 6**
- b. **Deliberative Process / Ex. 5**

Kind regards,

Rayna Brown
Service Center Manager
U.S. Environmental Protection Agency (U.S. EPA)
OAM/HPOD/Pre-Award Solutions Team
(202) 564.6025 Office

To: Hewitt, James[hewitt.james@epa.gov]
From: Bowman, Liz
Sent: Thur 12/14/2017 7:50:57 PM
Subject: FW: Environmental Headlines December 14, 2017

Who is the R8 guy? Has he started yet?

From: Grantham, Nancy
Sent: Thursday, December 14, 2017 2:46 PM
To: Bowman, Liz <Bowman.Liz@epa.gov>
Subject: RE: Environmental Headlines December 14, 2017

Each region compiles clips each day – and early on we had asked them to send them to OPA – they all compile them in different ways.

Also, we have finally awarded the Definers contract (media service that Jahan had recommended), so we will start getting clips from them shortly. We have a startup call with them next week – and will include others on the call.

Thanks ng

Nancy Grantham
Office of Public Affairs
US Environmental Protection Agency
202-564-6879 (desk)
Personal Phone / Ex. 6 (mobile)

From: Bowman, Liz
Sent: Thursday, December 14, 2017 2:44 PM
To: Grantham, Nancy <Grantham.Nancy@epa.gov>
Subject: FW: Environmental Headlines December 14, 2017

What's the deal with these emails? Why does she send these around and who all gets these/who decides what is included/not included?

From: Henderson, Dedre
Sent: Thursday, December 14, 2017 2:29 PM
To: Henderson, Dedre <Henderson.Dedre@epa.gov>
Subject: Environmental Headlines December 14, 2017

Environmental Headlines – prepared by the Region 8 Librarians – December 14, 2017

Note: Many newspapers are beginning to adopt subscription policies to govern access to their online editions. In some cases, this involves the creation of a free user account; in others, paid subscription is necessary to view more than a set number of articles (usually 20) per month. If you have difficulty accessing the news articles you need, please contact the library (library-reg8@epa.gov or (303) 312-7226) for assistance. Please note that the new Region 8 intranet site does not allow access to older headlines; if you need assistance retrieving a news article from a previous week or month, please contact the library.

COLORADO

Crestone sues Colorado for overlapping drilling applications
<http://www.denverpost.com/2017/12/13/crestone-sues-colorado-for-overlapping-drilling-applications/>

Fort Collins considers changes to oil and gas buffers

<http://www.coloradoan.com/story/news/2017/12/14/fort-collins-considers-changes-oil-and-gas-buffers/949529001/>

Asbestos being removed from retired high school

<https://the-journal.com/articles/77936-asbestos-being-removed-from-retired-high-school>

MONTANA

Plan for mosquito-control drone grounded

http://www.dailyinterlake.com/local_news/20171213/plan_for_mosquito-control_drone_grounded

UTAH

Another Red Air Day forecast for Salt Lake County

<http://fox13now.com/2017/12/13/another-red-air-day-forecast-for-salt-lake-county/>

Feds give initial OK to Utah's application to build Lake Powell pipeline - but with a major, unexpected twist

<http://www.sltrib.com/news/2017/12/13/feds-give-initial-ok-to-utahs-application-to-build-lake-powell-pipeline-but-with-a-major-unexpected-twist/>

NATIONAL

What Republicans Think About Climate Change — in Maps

<https://www.nytimes.com/interactive/2017/12/14/climate/republicans-global-warming-maps.html?rref=collection%2Fsectioncollection%2Fclimate>

EPA Chemical Safety Nominee Drops Out Amid Strong Opposition

<https://www.nytimes.com/aponline/2017/12/13/us/politics/ap-us-congress-epa-dourson.html>

Anti-Pipeline Group Goes Back to Work Against Keystone XL

<https://www.nytimes.com/reuters/2017/12/14/us/14reuters-usa-pipelines-keystone.html>

Fracking sites may raise the risk of underweight babies, new study says

https://www.washingtonpost.com/news/energy-environment/wp/2017/12/13/fracking-sites-raise-the-risk-of-low-birth-weight-babies-new-study-says/?utm_term=.6bfc8a7ca222

Sustainability Careers Have Gotten A Trump Bump — At The Local Level

<http://www.cpr.org/news/story/sustainability-careers-have-gotten-a-trump-bump-at-the-local-level>